



DEPARTMENT OF THE NAVY

COMMANDER
NAVY CYBER FORCES
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COMNAVCYBERFORINST 1414.1

FORCM

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COMNAVCYBERFOR INSTRUCTION 1414.1

From: Commander, Navy Cyber Forces

Subj: ENLISTED INFORMATION DOMINANCE WARFARE SPECIALIST (EIDWS)
QUALIFICATION PROGRAM

1. Purpose. To issue the requirements and procedures for qualification and designation as an Enlisted Information Dominance Warfare Specialist (EIDWS).

2. Discussion. Attainment of EIDWS designation signifies that an eligible Sailor has achieved a level of excellence and proficiency in Information Dominance. Additionally, the EIDWS insignia signifies the Sailor is competent in his or her rating and has acquired additional general knowledge to enhance his or her understanding of the role of the Information Dominance Corps (IDC) as it pertains to warfighting, mission effectiveness, and command survivability. EIDWS qualification may only be obtained through the formal qualification program set forth in this instruction.

a. Commander, Navy Cyber Forces (CYBERFOR) is the executive agent of this warfare training program. As such, CYBERFOR is responsible for ensuring that the EIDWS program is implemented throughout the IDC in an equitable and consistent manner. The CYBERFOR Force Master Chief will maintain and update the EIDWS program content and instruction as necessary.

b. Individual commands shall designate the Command Master Chief (CMDCM) or Senior Enlisted Leader (SEL) as the command's EIDWS Program Manager (PM). The EIDWS PM may designate a Program Coordinator to assist in running the day-to-day specifics of the warfare program, but the PM retains the responsibility of running a fair and comprehensive program.

3. Eligibility. The EIDWS qualification is mandatory for all Active Duty and Full Time Support (FTS) enlisted personnel who meet eligibility requirements and are attached to an operational Information Dominance command that has an approved EIDWS

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program. Enlisted Selected Reservists may qualify if they meet the eligibility requirements. Commands that do not have an existing enlisted program and are not within CYBERFOR/Navy Meteorology and Oceanography Command (CNMOC), but have similar missions may request approval from CYBERFOR Force Master Chief to establish an EIDWS program. Requests must be sent to CYBERFOR with complete justification for establishing an EIDWS program. Justification must include command mission, in particular its relation to Information Dominance and the enlisted composition of the command, and also include a draft copy of the proposed unit specific Personnel Qualification Standards (PQS) for the requesting activity.

a. Personnel assigned to Information Dominance commands must be in an Active status and have orders to the command for at least one year. Personnel shall use the EIDWS program of the organization to which they are assigned.

b. Personnel assigned to a squadron, ship, or afloat staff are expected to qualify in the primary warfare mission of the unit embarked.

c. Enlisted Selected Reservist (SELRES). In order to be eligible to participate in the EIDWS program, Enlisted SELRES must:

(1) Be in a satisfactory drill status.

(2) Complete at least 12 days of Annual Training or Active Duty for Training, be serving on Active Duty for Special Work assignment or be recalled/mobilized and be assigned to a command with an approved EIDWS program.

4. Standards. Upon or prior to initial enrollment into the EIDWS qualification program, candidates shall meet the following criteria:

a. Demonstrate effective leadership and directing ability, have received at least one observed evaluation, have an overall trait average of not less than 3.0, and be promotable or above during the most recent reporting period.

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b. Complete the following PQS for initial qualification:

(1) EIDWS (NAVEDTRA 43365) common core, platform specific PQS and command specific JQR/PQS.

(2) Complete qualification requirements of the specific command/unit to which the members of the individual's particular rating and pay grade would normally be assigned.

c. Be recommended for EIDWS qualification by his or her chain of command.

d. Demonstrate general knowledge of the command's overall mission to include; intelligence, information warfare, meteorological, oceanographic, Joint missions and other mission-essential tasking, through written examination, hands-on demonstration of knowledge requirements, and a comprehensive oral examination by a Qualification Review Board (QRB). The EIDWS PQS (common core and unit-specific) should be used as the foundation for examinations.

(1) Board membership shall consist of a minimum of three senior enlisted personnel who are EIDWS qualified and include senior EIDWS members from a variety of areas of expertise.

(2) When possible, the board will be chaired by the CMDCM or, for commands with a SEL, the EIDWS PM. The CYBERFOR Force Master Chief or the Immediate Superior in Command (ISIC) CMDCM will designate in writing the EIDWS PM for commands without a designated CMDCM or SEL.

(3) The QRB will make a recommendation of qualification to the Commanding Officer via the EIDWS PM and/or the CMDCM. The Commanding Officer will review the results and recommendations of the board and make the final determination for qualification.

(4) SELRES personnel must obtain his or her EIDWS qualification from an approved EIDWS qualifying board.

5. Qualification/Regualification. After satisfactory completion of the requirements within this instruction, only Commanding Officers may designate qualifiers and will make final

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determination of EIDWS qualification. The PM is responsible for ensuring the following:

a. For initial qualification or requalification, the report date, plus 30 days for command indoctrination, shall equate to the individual's EIDWS warfare program commencement date. This time limit may be adjusted and will be documented to compensate for time lost through official off-command assignments or conditions of paragraph 6a. The following timelines apply:

(1) E-3 and below personnel will have a maximum of 30 months for initial qualification.

(2) E-4 and above personnel will have 18 months to complete the initial EIDWS qualification program or must demonstrate significant progress towards qualification.

(3) SELRES personnel will have 48 months from his or her date of enrollment into the EIDWS qualification program to complete initial EIDWS qualification.

(4) Personnel will have 12 months to complete EIDWS requalification.

b. When members have qualified or requalified for the EIDWS designation, an entry shall be made in his or her service record to include:

(1) Annotation in the PQS qualification entry section of the NAVPERS 1070/604. Documentation will include the type of unit in which the EIDWS PQS was completed.

(2) NAVPERS 1070/613 (page 13) entry as follows:

"(Date) qualified (or requalified) as an Enlisted Information Dominance Warfare Specialist (EIDWS) (unit type) this date and assigned the Enlisted Information Dominance Warfare (IDW) designator."

c. The appropriate Diary Message Reporting System entry will be submitted by the cognizant Personnel Office for the qualifying command at the time of initial qualification.

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d. "IDW" is placed in parentheses immediately after the member's rate abbreviation, i.e., IS2(IDW).

e. If the gaining command does not have an EIDWS program, the Sailor's existing qualification remains valid and the Sailor is authorized to continue wearing the EIDWS device.

f. Once qualification has been achieved, transfer to another command will require requalification, if the gaining command has an EIDWS program. When an individual transfers between commands of the same or different type, the individual must demonstrate general knowledge of his or her new command's overall mission, capabilities, combat systems, basic equipment, and other mission-essential systems by:

(1) Completing a tailored command-specific PQS.

(2) Satisfactorily completing an oral examination board and a recommendation to the Commanding Officer for final qualification.

(3) Individuals requalifying at the same type of command will not be required to complete the entire platform-specific PQS previously completed. However, a tailored unit-specific JQR/PQS may be used to facilitate requalification.

(4) For personnel who transfer between commands of different types, completing the platform specific PQS for the new unit of qualification will be required.

f. In the interest of maintaining consistent standards of qualification, CYBERFOR/CNMOC Headquarters, ISICs, and EIDWS PMs are directed to ensure that the spirit and intent of this instruction are being followed by subordinate units. This should be accomplished by periodically monitoring and evaluating qualifiers and qualification programs.

6. Amplifying Information

a. Significant Progress Towards. The term "Significant Progress Towards" is self-explanatory and should be utilized only in those rare instances when the Sailor was not able to meet the deadline due to extenuating circumstances such as severe personal hardship, illness or individual deployment. The

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Commanding Officer, with recommendation from the CMDCM/PM, may grant "Significant Progress Towards" status and it should be documented on a Page 13. Qualification should not be delayed due to an organization's operational schedule.

b. If qualification has not been achieved upon transfer to another Information Dominance command, the new command may recognize recorded PQS attainment to date, but may also require a re-demonstration of knowledge in any area deemed appropriate.

c. Final qualification dates may be adjusted by the PM to compensate for authorized delays such as severe personal hardship, illness, and assignment to an Individual Augmentation billet.

d. Qualified enlisted personnel who subsequently accept an appointment as commissioned officers will retain the right to wear the EIDWS insignia per U.S. Navy Uniform Regulations without renewal requirements.

7. Designation and Authority to Wear the Insignia. The Commanding Officer is authorized to present the EIDWS breast insignia (and optional certificate) upon qualification. The attainment of the IDW designation should be recognized at an appropriate ceremony and relevant comments should be incorporated in the member's next evaluation.

8. Failure to Qualify. Personnel enrolled in the EIDWS program who fail to qualify within the required timeframe will have a Page 13 entry in his or her service record, receive no mark higher than 3.0 in professional knowledge and will not receive any promotion recommendation higher than "Must Promote" in his or her next performance evaluation. For those who fail to qualify a second time or fail to meet timeframe requirements twice in a four-year period, no mark higher than 2.0 in professional knowledge and no promotion recommendation higher than "promotable" may be given on annual or transfer evaluations.

9. Disqualification

a. Members previously EIDWS qualified may be disqualified by his or her Commanding Officers if any of the following conditions exists:

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- (1) Failure to maintain Promotable status per the enlisted evaluation guidelines.
- (2) Refusal to accept or perform duties.
- (3) Failure to complete EIDWS requalification within prescribed time limits.
- (4) Receipt of punitive award at Non-judicial Punishment/court-martial.
- (5) Loss of security clearance.
- (6) For SELRES, failure to maintain satisfactory drill status.

b. Formal notification of disqualification shall be recorded in the member's service record as follows (specific rationale for disqualification must be stated in page 13 entry):

"(Date) Failed to maintain qualification as an Enlisted Information Dominance Warfare Specialist (EIDWS) in that (include specific rationale for disqualification). Member has been informed that as of this date he/she is disqualified and is no longer authorized to wear the EIDWS insignia or use the Enlisted Information Dominance Warfare (IDW) designator after his or her rate."

c. After receiving written recommendation and approval from the CMDCM/SEL and Commanding Officer, requalification may commence when the Sailor's deficiencies have been corrected. Commencement of the requalification process must be recorded in the member's service record and the member must complete the entire initial qualification process.

10. Waivers. Requests to waive any part of this instruction will be submitted to CYBERFOR, ATTN: Force Master Chief, via the individual's administrative chain of command.

11. Implementation. The above requirements are effective as of the date of this instruction.

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12. Form. EIDWS certificate templates will be provided to commands by CYBERFOR.

A handwritten signature in black ink, appearing to read 'Tom P. Meek', with a stylized, sweeping flourish at the end.

THOMAS P. MEEK
Rear Admiral, U.S. Navy
Commander, Navy Cyber Forces

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